Senate Bill 272

Approved on October 11, 2015, SB 272 adds a section to the California Public Records Act requiring local agencies to create a catalog of Enterprise Systems by July 1, 2016 with annual updates.

Enterprise System

A software application or computer system that collects, stores, exchanges and analyzes information that the agency uses that is both of the following:

- A multi-departmental system or a system that contains information collected about the public.
- A system that serves as an original source of data within an agency.

An Enterprise System does not include any of the following:

- Information Technology security systems, including firewalls and other cybersecurity systems.
- Physical access control systems, employee identification management systems, video monitoring and other physical control systems.
- Infrastructure and mechanical control systems, including those that control or manage street lights, electrical, natural gas or water or sewer functions.
- Systems related to 911 dispatch and operation or emergency services.
- Systems that would be restricted from disclosure by Section 6254.19.
- The specific records that the information technology system collects, stores, exchanges or analyzes.

Requirements

1. Create a catalog of enterprise systems, containing:
   - Current system vendor
   - Current system product
   - System's purpose
   - A description of categories or types of data
   - The department that is the prime custodian of the data
   - The frequency that system data is collected
   - The frequency that system data is updated
2. To make the catalog publicly available upon request
3. To post the catalog in a prominent location on the agency's website

Exception

If the public interest served by not disclosing the information described clearly outweighs the public interest served by disclosure, the local agency may instead provide a system name, brief title or identifier of the system.

City of Fairfield Enterprise Systems Generated June 30, 2016

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
ArcGIS	ESRI	All GIS functions related to public and internal GIS	Geographic Information Systems	Information Technology	As Needed	As Needed
Assessor Updates	In-house	Imports monthly County provided data then consumed by various departments	Customer Information System	Information Technology	Monthly	Monthly
AutoCAD	AutoDesk	Computer Aided Design and Drafting	Engineering	Engineering	As Needed	As Needed
Business License	HDL	Business Licenses Management	Business License	Finance	As Needed	As Needed
Cayenta	Harris	Financials	Financial System	Finance/Information Technology	Daily	Daily
Class	Active Network	Recreation Software	Recreation Software	Parks and Recreation	Daily	As Needed
CopLogic	LexisNexis	Non-emergency online crime reporting	Public Safety	Police	Daily	Daily
Crossroads	Crossroads Software, Inc.	Collision Reporting	Public Safety	Police / Information Technology	As Needed	As Needed
Crystal Reports	SAP	Reporting software	Other	Information Technology	Daily	As Needed

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Cry Wolf	Public Safety Corporation	False Alarm Database	Public Safety	Police	As Needed	As Needed
Digital Reel	BMI Imaging Systems	Legacy Police Reports	Public Safety	Police / Information Technology	As Needed	As Needed
File On Q	File On Q	Crime Evidence Management System	Public Safety	Police	Daily	Daily
Firehouse	Firehouse Software	Fire Records Management	Public Safety	Fire Department/Information Technology	Daily	As Needed
GIS Parcel Viewer	In-house	Manage parcel data	Geographic Information Systems	Information Technology	As Needed	As Needed
Housing Pro	Happy Software	Section 8 Housing	Customer Information System	Housing Authority	Daily	Daily
LaserFiche	LaserFiche	Document imaging.	Document Management	Information Technology	Weekly	Weekly
MaintStar	MaintStar	Public Works Asset Management System	Asset Management	Public Works	As Needed	As Needed
MSSQL	Microsoft	Database	Data Storage	Information Technology	Daily	As Needed
NeoGov	NeoGov	Applicant Tracking	Human Resources	HR	As Needed	As Needed

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
Northstar	Harris	Customer Billing, Meter Reading, Service Order Processing	Customer Information System	Finance/Information Technology	Daily	Daily
Office 365	Microsoft	Email	Email System	Information Technology	Daily	Daily
Oracle SQL	Oracle	Database	Data Storage	Information Technology	Daily	Daily
Public Stuff	Accela	Citizen Relationship Management	Customer Information System	All Departments	As Needed	As Needed
Remit Plus	Profit Stars	Check processing	Financial System	Finance	Daily	Daily
RIMS	Sunridge	Computer Aided Dispatch and records management	Public Safety	Police / Information Technology	Daily	Daily
StayConnected	Civica	City Intranet	Web Site	CMO/Information Technology	As Needed	As Needed
Telephone System	Avaya	City-wide telephony	Other	Information Technology	Daily	As Needed
Telestaff	Kronos	Fire personnel scheduling	Public Safety	Fire Department	Daily	As Needed
Trackit	CRW Associates	Permitting, planning, engineering	Permit System	Community Development	Daily	Daily
Track-It!	BMC Software, Inc.	Help Desk system	Other	Information Technology	As Needed	As Needed

Product	Vendor	Purpose	Data Category	Custodian	Collection frequency	Update frequency
VMWare ESXi	VMWare	Bare-metal hyper-visor that installs directly on top of a physical server and partitions it into multiple virtual machines.	Virtual System	Information Technology	As Needed	As Needed
Website	Civica	City Website	Web Site	CMO/Information Technology	As Needed	As Needed